

PHILIPPA KLESSIG
Mayor

ROBERT SLAVIN
Mayor Pro Tem

MARK RUTHERFORD
Councilmember

NED E DAVIS
Councilmember

SUSAN McSWEENEY
Councilmember

June 14, 2013

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

52 July 2, 2013

LA County Board of Supervisors
Election's Division
Kenneth Hahn Hall of Administration
500 W. Temple St, #383
Los Angeles, CA 90012

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

For your information and review, please see enclosed two election-related resolutions adopted by the Westlake Village City Council on June 12, 2013.

Specifically, Resolution No. 1680-13 calls and gives notice of the holding our general municipal election to be held on November 5, 2013, while Resolution No. 1681-13 states that the City will operate its own election this year and further requests that the County render certain services to the City relating to the conduct of the election.

The Las Virgenes Unified School District adopted Resolution No. 24-12 to consolidate their school election (as it occurs within our City boundaries) with our general municipal election.

Once again, please be informed that the City will be conducting its own election this year. However, pursuant to Resolution No. 1681-13, our City still respectfully requests certain assistance from your office (i.e., computer records of the names and addresses of all eligible voters in the City and printed indices of the voters to be used by the precinct boards, etc.) in the conduct of our election. Additionally, I should point out that our City will be contracting with the firm of Martin and Chapman to assist us with our election this year. Representatives from that firm will be pleased to work with your staff in handling any coordination that may be required in having the Las Virgenes Unified School District consolidate its election with our City's general municipal election.

LA County Board of Supervisors
June 14, 2013
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Should you have any questions concerning the attached resolutions, please feel free to contact me at your convenience.

Sincerely,


Beth A. Schott, CMC
City Clerk

cc: City Council
Dr. Dan Stepenosky, Las Virgenes Unified School District
Scott Martin, Martin and Chapman
Francis Guijaro, LA County Registrar-Recorder office Election Coordination section
Dean Logan, LA County Registrar-Recorder/County Clerk

Enclosures: Resolution No. 1680-13
Resolution No. 1681-13
LVUSD Resolution No. 24-12

RESOLUTION NO. 1680-13

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF WESTLAKE VILLAGE, CALIFORNIA,
CALLING AND GIVING NOTICE OF THE HOLDING OF A
GENERAL MUNICIPAL ELECTION TO BE HELD ON
TUESDAY, NOVEMBER 5, 2013,
FOR THE ELECTION OF CERTAIN OFFICERS
AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE
STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES**

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on November 5, 2013, for the election of Municipal Officers.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WESTLAKE VILLAGE, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Westlake Village, California, on Tuesday, November 5, 2013, a General Municipal Election for the purpose of electing three members of the City Council for the full term of four years.

Section 2. That the ballots to be used at the election shall be in form and content as required by law.

Section 3. That the City Clerk is authorized, instructed and directed to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

Section 4. That the polls for the election shall be open at seven o'clock a.m. of the day of the election and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Election Code §10242, except as provided in §14401 of the Elections Code of the State of California.

Section 5. That pursuant to Elections Code §12310, a stipend for services for the persons named as precinct board members is fixed at the sum of \$175.00 for each Inspector and \$105.00 for each Clerk for the election. In addition, the sum of \$25 will be given to each precinct board member to attend a training class.

Section 6. That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 7. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

Section 8. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.


Section 9. The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2013.



Philippa Klessig, Mayor

ATTEST:



Beth A. Schott, City Clerk

RESOLUTION NO. 1681-13

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF WESTLAKE VILLAGE, CALIFORNIA,
REQUESTING THE BOARD OF SUPERVISORS OF THE
COUNTY OF LOS ANGELES TO RENDER SPECIFIED SERVICES
TO THE CITY RELATING TO THE CONDUCT OF A
GENERAL MUNICIPAL ELECTION ON
TUESDAY, NOVEMBER 5, 2013**

WHEREAS, A General Municipal Election is to be held in the City of Westlake Village, on November 5, 2013; and

WHEREAS, in the course of conduct of the election it is necessary for the City to request services of the County; and

WHEREAS, all necessary expenses in performing these services shall be paid by the City of Westlake Village;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WESTLAKE VILLAGE, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That pursuant to the provisions of § 10002 of the Elections Code of the State of California, this City Council requests the Board of Supervisors of the County to permit the County Election Department to prepare and furnish the following for use in conducting the election:

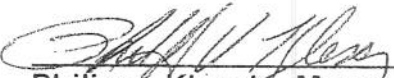
1. A listing of county precincts with number of registered voters in each, so city may consolidate election precincts into city voting precincts, and maps of the voting precincts;
2. A list of polling places and poll workers the county uses for their elections;
3. The computer record of the names and address of all eligible voters in the City in order that the City's consultant may:
 - a. Produce labels for vote-by-mail voters;
 - b. Produce labels for sample ballot pamphlets;
 - c. Print Rosters of Voters and Street Indexes;
4. Voter signature verification services as needed;
5. Make available to the City election equipment and assistance as needed according to state law.

Section 2. That the City shall reimburse the County for services performed when the work is completed and upon presentation to the City of a properly approved bill.

Section 3. That the City Clerk is directed to forward without delay to the Board of Supervisors and to the County Election Department, each a certified copy of this resolution.


Section 4. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2013.



Philippa Klessig, Mayor

ATTEST:



Beth A. Schott, City Clerk

RESOLUTION NO. 24-12

**A RESOLUTION OF THE BOARD OF THE LAS VIRGENES UNIFIED
SCHOOL DISTRICT REQUESTING THE CITY COUNCIL OF THE
CITY OF WESTLAKE VILLAGE TO CONSOLIDATE A SCHOOL ELECTION
TO BE HELD ON NOVEMBER 5, 2013 WITH THE GENERAL MUNICIPAL
ELECTION TO BE HELD ON THE SAME DATE PURSUANT TO
SECTION 10402 OF THE ELECTIONS CODE**

WHEREAS, the Board of the Las Virgenes Unified School District called a School Election to be held on November 5, 2013, for the purpose of the election of three members of the School Board; and

WHEREAS, it is desirable that the School Election be consolidated with the General Municipal Election to be held on the same date and that within the City of Westlake Village precincts, polling places and election officers of the two elections be the same, and the City Clerk's Office of the City of Westlake Village canvass the returns of the School Election, and the election be held in all respects as if there were only one election; and

NOW, THEREFORE, the School Board of the Las Virgenes Unified School District does resolve, declare, determine and order as follows:

SECTION 1. That pursuant to the requirements of Section 10402 of the Elections Code, the City Council of the City of Westlake Village is hereby requested to consent and agree to the consolidation of a School Election with the General Municipal Election on Tuesday, November 5, 2013, for the purpose of the election of three members of the School Board.

SECTION 3. That the City Clerk's Office is authorized to canvass the returns of the School Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

SECTION 4. That the Las Virgenes Unified School District recognized that additional costs will be incurred by the City of Westlake Village by reason of this consolidation and agrees to reimburse the City of any such costs.

SECTION 5. That the President of the Board of the Las Virgenes Unified School District is hereby directed to file a certified copy of this resolution with the City Council of the City of Westlake Village and the county election department of the County of Los Angeles.

SECTION 6. That the Clerk of the Board of the Las Virgenes Unified School District shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

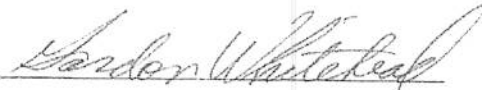
RESOLUTION NO. 24-12

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The foregoing resolution was adopted by the Governing Board of the Las Virgenes Unified School District on the 23rd day of April 2013 by the following vote:

| | |
|---------|----------|
| AYES: | <u>5</u> |
| NOES: | <u>0</u> |
| ABSENT: | <u>0</u> |

I, Gordon Whitehead, Clerk of the Governing Board of the Las Virgenes Unified School District, do certify that the foregoing resolution was regularly introduced, passed, and adopted by the Governing Board at its Board meeting held on April 23, 2013.



Gordon Whitehead, Clerk